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The Chairperson has determined this matter is of real urgency and approval has been given to refer this report to the Audit and Risk Management Committee as a late item.

ITEM: 15

SUBJECT: BUSINESS TRANSFORMATION PROGRAM UPDATE

AUTHOR: BUSINESS IMPROVEMENT MANAGER

DATE: 31 OCTOBER 2019

EXECUTIVE SUMMARY

This is a report concerning the Business Transformation Program. This report has been drafted to highlight the following:

- Program health check;
- A summary of the issues/risks and proposed control process to ensure appropriate management of the Transformation Projects (TP) with significant risk;
- Summary of control process for the management of number 1 organisational risk;
- Identification of closed projects, submission of project close reports and key deliverables.

RECOMMENDATION/S

That the Interim Administrator of Ipswich City Council resolve:

That the report be received and the contents noted.

Comments added at Committee – 6/11/19

The Business Improvement Manager outlined that as this is the first report of what will be a standing agenda item for the committee, that all information relating to the Transformational Projects had been included. He stated that if there were matters that the committee were concerned about that these could be reported in more detail.

Rob Jones suggested that as People and Culture and ICT are critical components and that it is appropriate from a risk perspective to have oversight on these projects, that they be included as regular updates.

RELATED PARTIES

No conflicts of interest identified

ADVANCE IPSWICH THEME

Listening, leading and financial management

PURPOSE OF REPORT/BACKGROUND

The purpose of this report is to succinctly and honestly address:

- Program health check;
- A summary of the issues/risks and proposed control process to ensure appropriate management of the Transformation Projects (TP) with significant risk;
- Summary of control process for the management of number 1 organisational risk;
- Identification of closed projects, submission of project close reports and key deliverables.

LEGAL/POLICY BASIS

This report and its recommendations are consistent with the following legislative provisions:
Not Applicable

RISK MANAGEMENT IMPLICATIONS

Please refer to attachments discussing risk management and opportunities.

FINANCIAL/RESOURCE IMPLICATIONS

Nil budget implications.

COMMUNITY AND OTHER CONSULTATION

Not applicable.

CONCLUSION

The confidential attachments are provided to ensure transparency and drive confidence in the process, systems and controls currently in place to manage risks and issues within the Business Transformation Program.

ATTACHMENTS AND CONFIDENTIAL BACKGROUND PAPERS

	CONFIDENTIAL
1	Audit & Risk Committee Report - BTP
2	TP5 - Project Close Report
3	TP12 - Project Close Report
4	TP14 - Project Close Report
5	TP17 - Project Close Report
6	TP18 - Project Close Report
7	Project Closure - Actions Register
8	TP5 - Business Planning Framework
9	TP14 - Final Report to IA

10	TP17 - ICT Strategy Report
11	TP17 - ICT Strategy Roadmap for Delivery
12	TP18 - Advocacy Policy
13	TP18 - Advocacy Strategy
14	TP18 - Priority Scoring Assessment

Joshua Edwards

BUSINESS IMPROVEMENT MANAGER

I concur with the recommendations contained in this report.

Sean Madigan

GENERAL MANAGER - COORDINATION AND PERFORMANCE

“Together, we proudly enhance the quality of life for our community”